



**CITY OF HAYWARD**  
**AGENDA REPORT**

AGENDA DATE 07/15/03

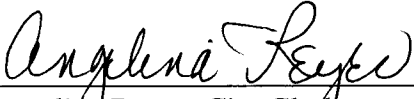
AGENDA ITEM 6

WORK SESSION ITEM \_\_\_\_\_

**TO:** Mayor and City Council  
**FROM:** City Clerk  
**SUBJECT:** Election of Mayor Pro Tempore

This item appears on the agenda to enable the Council to elect a Mayor Pro Tempore. The Council determined that the elected member would serve a term from July 1 to June 30. Attached is the pertinent excerpt from the City Council Handbook regarding the appointment in odd numbered years and a list of members who served in the past ten years.

Prepared by:

  
\_\_\_\_\_  
Angelina Reyes, City Clerk

Approved by:

  
\_\_\_\_\_  
Jesús Armas, City Manager

## SECTION II

### MAYOR

#### POWERS AND DUTIES

The elected Mayor shall be recognized as the official head of the City for all ceremonial purposes, and by the Courts for the purpose of serving civil processes. The Mayor shall be the presiding officer of the Council, and shall preside at the meetings of the Council for the purpose of determining the presence of a quorum. He/She shall be entitled to a vote on all matters coming before the Council, but shall possess no veto power. He/She may use the title of Mayor in all cases, but the same shall not be construed as conferring upon him/her administrative or judicial functions or other powers or functions of a Mayor under the general laws of the State. *(Sec. 604, City Charter)*

#### SIGNING OF DOCUMENTS

The Mayor, or Mayor Pro Tempore in the absence of the Mayor, shall sign ordinances and minutes adopted by the City Council.

#### MAYOR PRO TEMPORE

In even years, the Council shall elect the Mayor Pro Tempore following the installation of those newly elected Council Members. The Mayor Pro Tempore shall serve at the pleasure of the Council for the term of one year, and shall be elected and removed by the affirmative votes of at least five (5) members of Council. Prior to being elected as Mayor Pro Tempore, a Council Member shall have served at least two years on the Council. *(Resolution 98-120)*

In odd years, the Council Member with the most seniority as a Council Member who has not previously served as Mayor Pro Tempore shall be elected annually. In the event two Council Members begin service in the same year, the Council Member with the highest number of votes will serve as Mayor Pro Tempore. *(See City Council Minutes, 4/28/92)*

The Mayor Pro Tempore shall perform the duties of the Mayor during his/her absence or disability. *(Sec. 605, City Charter)*

#### POWERS OF COUNCIL

All powers of the City shall be vested in the Council, subject to the provisions of this Charter and to the Constitution of the State of California. The Council may establish the method by which any of such powers may be exercised. *(Sec. 606, City Charter)*

# MAYOR PRO TEMPORE

COUNCILMEMBER	RESOLUTION	DATE
Vacant	*	thru 03/17/92
Shirley Campbell	92-062	03/17/92
William Ward	92-100	04/28/92
Nicholas Randall	93-084	04/20/93
Doris Rodriquez	94-069	04/19/94
Joseph Hilson	95-71	04/18/95
Ron Hulteen	96-067	04/02/96
Olden Henson	97-063	05/13/97
Matt Jimenez	98-122	06/30/98
William Ward	99-112	06/22/99
Joseph Hilson	00-043	Term 4/04/00 thru 6/30/01
Kevin Dowling	01-101, adopted 6/26/01	Term 7/1/01 thru 6/30/02
Doris Rodriquez	02-093, adopted 6/25/02	Term 7/1/02 thru 6/30/03

\* Please refer to discussion in minutes dated July 23 and August 6, 1991 and Council Member Handbook under Mayor Pro Tempore.

**DRAFT**

HAYWARD CITY COUNCIL

RESOLUTION NO. 0

Introduced by Council Member \_\_\_\_\_

RESOLUTION AUTHORIZING THE ELECTION OF  
MAYOR PRO TEMPORE OF THE CITY OF HAYWARD  
FOR 2003-2004

WHEREAS, the City Council conducted an election to select the Mayor Pro Tempore on July 15, 2003.

BE IT RESOLVED by the City Council of the City of Hayward that it hereby elects Council Member \_\_\_\_\_ as Mayor Pro Tempore of the City of Hayward, from July 1, 2003 through June 30, 2004.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2003

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:  
MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward